

## REQUEST FOR EXEMPTION FROM CHAPTER 103F, HRS

ADMINISTRATION  
STATE PROCUREMENT OFFICE  
STATE OF HAWAII

To: Chief Procurement Officer

From: Department of Health/Adult Mental Health Division  
*Department/Division/Agency*

Pursuant to § 103F-101(a)(4), HRS, and Chapter 3-141, HAR, the Department requests a procurement exemption to purchase the following:

Title and description of health and human service(s):

Outpatient Treatment, Case Management, and Clubhouse Services on the island of Oahu.

Services include: 1) face-to-face outpatient treatment; 2) case management, including assessment, service planning, and a range of supportive counseling and education services to Consumers and their families; 3) a Clubhouse program providing structured socialization, education, and employment opportunities for Consumers, and 4) enhancement of Community Mental Health Center services through institution of a Case Management Coordinator, Mental Illness/Substance Abuse (MI/SA) Coordinator, and a Forensics Coordinator to work with the criminal justice system. These three Coordinator positions are required by the Court and have been instituted in the eight (8) CMHCs operated directly by AMHD. AMHD seeks to institute these Court required services in the Waianae CMHC which is operated by a non-profit corporation under contract.

Provider Name: Waianae Coast Community Mental Health Center, Inc. (WCCMHC) dba Hale Na'au Pono	Total Contract Funds: \$4,762,294.00 Requested Extension Period: \$552,077.00	Term of Contract:
Provider Address: 86-226 Farrington Highway Waianae, Hawaii 96792	Contract Funds per Year (as applicable).	From: January 1, 2006 To: June 30, 2006

Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:

AMHD requests permission to extend the term of a contract for six (6) months to complete a Request for Information (RFI), Request for Proposals, (RFP), and provider selection and contracting. Because of the limited response to a previous RFP, an RFI is needed to increase competition in the proposed RFP.

AMHD has a contract (YO-097) with WCCMHC for outpatient treatment, case management, and clubhouse services. The original term of the contract was July 1, 1999 extendable to June 30, 2005. An RFP (HTH 420-8) was published on October 12, 2004 for a contract planned to start on July 1, 2005. It was necessary to cancel this RFP because of extensive legal questions raised by WCCMHC during the RFP Q&A period. The term of the contract was extended until December 31, 2005 and a new RFP (HTH 420-2-06) was published on August 1, 2005 with planned contracting on January 1, 2006. WCCMH was the only applicant responding to this

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RFP. The applicant has proposed to provide services at unit rates higher than those stated in the RFP. Discussions with the applicant on this issue are at an impasse.

AMHD has canceled the procurement because there was no useful response. AMHD seeks to reprocur and requests permission to extend YO-097 for six (6) months to insure continuity of services until an RFI, RFP, and provider selection and contracting is completed. The extended contract will also provide funding for three positions (CMHC Case Management Coordinator, CMHC MI/SA Coordinator, and CMHC Forensics Coordinator) required by the Court for Community Mental Health Centers subsequent to AMHD contracting for this service.

Details of the process or procedure to be followed in selecting the service provider to ensure maximum fair and open competition as practicable:

A new Request For Information will be conducted to increase applicant response and a new Request for Proposals will be published under the provisions of Chapter 103F HRS.

A description of the state agency's internal controls and approval requirements for the exempted procurement:

The AMHD Contracts Unit, in collaboration with appropriate Service Directors, will organize an RFI and incorporate valid community input into a revised RFP. Proposals will be reviewed by a committee made up of AMHD service and administrative staff in accordance with 103F HRS.

A list of state agency personnel, by position title, who will be involved in the approval process and administration of the contract:

Thomas W. Hester, M.D., AMHD Chief  
Amy Yamaguchi, AMHD Public Health Administrative Officer (PHAO)  
Kathy Yoshitomi, M.S.W., AMHD Treatment Services Director

Direct questions to (name & position): Raymond Gagner, AMHD Contracts Coordinator	Phone number: (808) 586- 4688	e-mail address: rlgagner@amhd.state.hi.us
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This exemption should be considered for list of exemptions attached to Chapter 3-141, HAR: Yes ☐ No ☒

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I certify that the information provided above is to the best of my knowledge, true and correct.

  
\_\_\_\_\_  
*Department Head Signature*

\_\_\_\_\_  
*Date* DEC 20 2005

Chiyome Leinaala Fukino, M.D.  
\_\_\_\_\_  
*Typed Name*

Director of Health  
\_\_\_\_\_  
*Position Title*

Chief Procurement Officer's Comments:

Please ensure adherence to applicable administrative requirements.

☒ Approved

☐ Denied

  
\_\_\_\_\_  
*Chief Procurement Officer*

12/30/05  
\_\_\_\_\_  
*Date*

cc: Administrator  
State Procurement Office